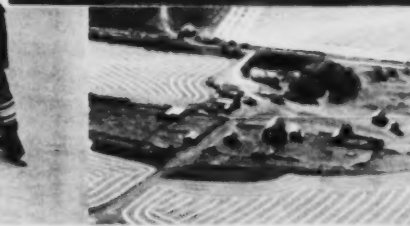


**Saskatchewan Archives Board  
ANNUAL REPORT  
2007/2008**





# **ADDITIONAL SUPPLEMENTARY INFORMATION**

*Revised October 23, 2008*

## **2006/2007 SUPPLIER PAYMENTS**

Listed are payees who received \$20,000 or more for the provision of goods and services, including office supplies, advertising, contracts, and equipment.

Saskatchewan Finance*	\$	247,525
Government Services**	\$	681,217
Saskatchewan Telecommunications	\$	73,174
Koenig and Associates	\$	40,989
Carr McLean	\$	23,453
Lexcom Systems Group Inc	\$	39,621
MicroAge	\$	72,408
Morning Star Technologies Inc	\$	24,486
Payees under \$20,000	\$	269,168

\* For Staff Benefits paid to employees

\*\* Adjusted amount from \$81,217

## **2006/2007 PERSONAL SERVICES**

Listed are individuals (excluding unionized employees) who received payments for salaries, wages and honorariums, etc. which total \$2,500 or more.

Charabin, Nadine	\$	20,640
Davidson, Ann	\$	4,817
Herperger, Don	\$	112,021
Selzer, Karri	\$	25,355
Toth, Lenora	\$	71,439
Zorbas, Jason	\$	6,000
Unionized employees	\$	1,734,111





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# Letters of Transmittal

The Honourable Dr. Gordon Barnhart  
Lieutenant Governor of Saskatchewan



Your Honour:

I have the honour of submitting the annual report  
of the Saskatchewan Archives Board for the period  
April 1, 2007 to March 31, 2008.

Respectfully submitted

A handwritten signature in cursive script, appearing to read 'Christine Tell'.

Honourable Christine Tell  
Minister Responsible for  
the Saskatchewan Archives Board

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Madam:

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Respectfully submitted

A handwritten signature in cursive script, appearing to read 'Merrilee Rasmussen'.

Merrilee Rasmussen  
Chair  
Saskatchewan Archives Board



# A Brief History of the Saskatchewan Archives

The Saskatchewan Archives Board was established as a joint university/government agency under legislation passed in 1945. While *The Archives Act* was passed in that year, steps had been taken much earlier to care for the historical record. Through the work of societies and individuals, historical materials were collected, libraries were built up and historic sites were marked. While citizens were enthusiastically engaged in preserving records from private sources, successive governments were much slower to act in ensuring that the public record was preserved. The Legislative Library had been collecting historical documents since the province was established, but it acquired very few records of government. Without an official repository or archivist, inevitably many valuable public records were destroyed or lost.

It was largely due to the efforts of Dr. Arthur Silver Morton of the University of Saskatchewan that the need for the Government of Saskatchewan to preserve its records was brought to the forefront. With the support of the Canadian Historical Association, Morton pushed for the creation of a provincial archives under the control of an archivist. The University's generous offer to provide space, to appoint an archivist and cover operational costs met with a favourable response from a cash-strapped provincial government. In 1937, a Historical Public Record Office was established at the University with Morton assuming the title and responsibility of Keeper of the Public Record.

By the mid-1940s, a more formal and stable funding arrangement for the archives was required. Morton's call for legislation and public financial support met with approval from the newly-elected CCF government which was interested in establishing a public records policy for the province. As well as formalizing the spirit of co-operation between government and university, the new *Archives Act* created an arms-length Board representative of the established parties already engaged in documenting Saskatchewan's archival heritage: university, government and the Legislative Library.



Whereas the Historical Public Record Office's acquisitions had been limited to public records, the mandate of the new Saskatchewan Archives Board was broadened to include all forms of records from both public and private sources. It allowed for a professional archivist to examine all public and private records and to appraise and select those records of historical value for preservation. It set up a system of accountability for information created and maintained by government which called for all public records to be scheduled and all records schedules to be approved by committees comprised of officials and elected representatives. For several decades, Saskatchewan's archival legislation stood the test of time and served as a model for other jurisdictions.

Besides its role in managing public records, the Saskatchewan Archives has been active in documenting all facets of provincial life. Most people or groups create a record of their activities, whether in the form of letters, e-mail, diaries, minutes, financial records, photographs, film and video, maps and architectural drawings, memoirs, spoken traditions, or sound recordings.

From the oral accounts of First Nations elders, to the written record kept by settlers, to the varied yet precarious physical formats of the early 21<sup>st</sup> century office or home; all such records when gathered together provide an immediate and unique source of information on the thoughts, aspirations and work of Saskatchewan people. The wide ranging mandate of the Saskatchewan Archives has allowed for the development of one of the most comprehensive provincial archives collections in all of Canada.

Over the years the Saskatchewan Archives has gained a reputation for reaching out to the community it serves. It has participated in marking major provincial milestones such as the 50<sup>th</sup>, 60<sup>th</sup>, and 75<sup>th</sup> anniversaries as well as the North-West Centennial, through the publication of provincial histories, the development of exhibitions, and the research and writing of local and family histories. The Archives has entered into arrangements with the University of Saskatchewan, several cities, and other organizations, to establish archives which in time have become independent and thriving members of the provincial archival community.

Since 1948, the award-winning journal, *Saskatchewan History*, has provided a forum for the publication of articles and resources relating to the history of the province. In conjunction with individuals and groups, the Saskatchewan Archives has taken the initiative to document the oral tradition of the First Nations and Métis people, the settlement era of the province and the multicultural nature of provincial society. More recently, the Archives has been using digital technology to bring its holdings to a wider public through means of the Internet and its website.

With the passage of access to information and privacy legislation in the past decade, the Saskatchewan Archives has been asked to play a greater role in the management of information from public and private sources. Furthermore, the institution is playing a lead role in implementing the new government-wide privacy initiative.

The new Archives legislation, *The Archives Act*, 2004, confirms the mandate of the Saskatchewan Archives and gives greater responsibility and authority to the institution in carrying out its central agency functions for government. As Saskatchewan enters a new century, the Archives is prepared to meet the needs of modern government and the people it serves.



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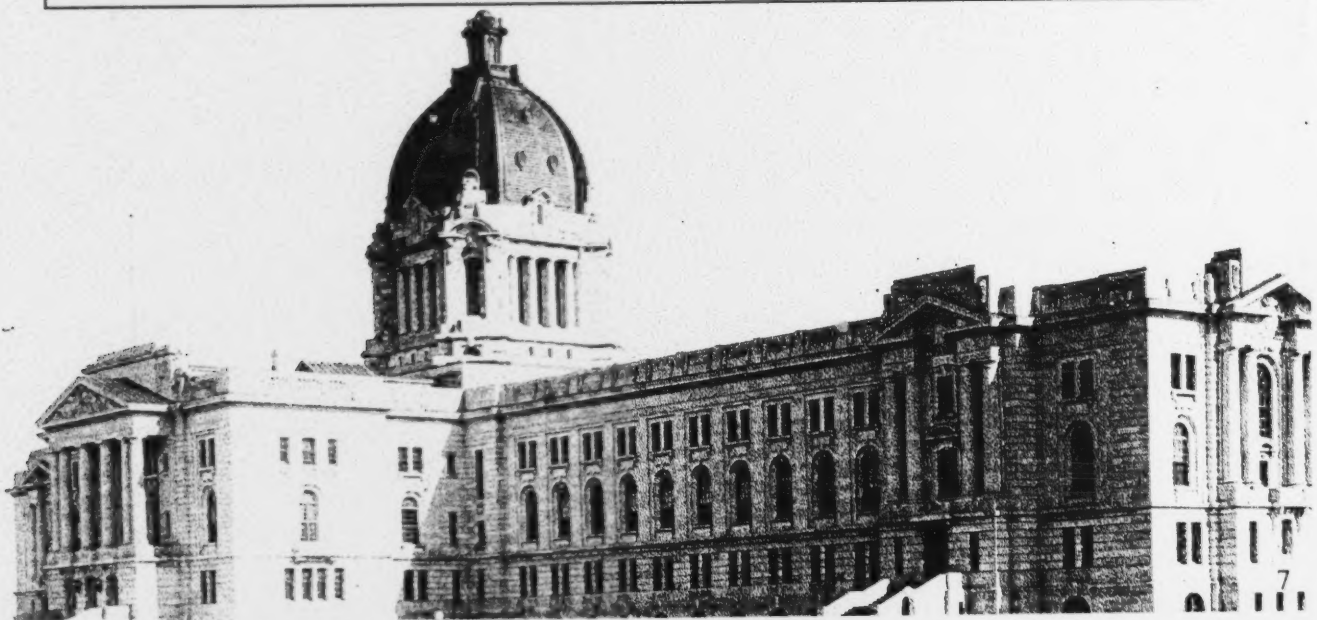


## Constitutive Values

The rights and responsibilities of a democratic society empower us to carry out our archival mission.

In carrying out our archival mission, we are guided by the following values:

- The responsibility we are given to serve the people and the Government of Saskatchewan and we dedicate our efforts to ensure that a knowledge of the province's past is preserved;
- The effective management of government records, and the contribution we make to that system;
- The historical records entrusted to our care;
- Our relationship with the university community and its use of the record to contribute toward a better understanding of society and its efforts;
- The contribution of individuals, local history and heritage organizations in their efforts to document the past;
- The benefits of decentralized archival facilities to ensure that people from all parts of the province have access to our collections and services;
- The dedicated staff and their contributions to the development and delivery of archival services; and
- The archives must be accessible to all citizens for the public good.



# Structure and Reporting Relationships

Unlike most other provincial archives across Canada which are part of a line department, Saskatchewan's provincial archives is situated at arms-length from government, allowing it to exercise independent initiative, judgment and service in carrying out its mandate of appraisal, acquisition, preservation, access and facilitating the management of records of government institutions.

*The Archives Act, 2004* provides for a board to oversee the activities of the Saskatchewan Archives. The Board is responsible for:

- Appointing, reviewing and working with the Provincial Archivist;
- Setting broad policy objectives and guidelines;
- Ratifying specific management decisions;
- Preserving the autonomy and integrity of the institution and its records;
- Representing the institution to government and the wider community.

The legislation states that representatives of the two universities and the public service shall be appointed to the Board. Mr. Don Herperger, Provincial Archivist, serves as Secretary of the Board.

Being a corporate entity, the Board reports directly to the Minister of Tourism, Parks, Culture and Sport. To conduct its operations, the Saskatchewan Archives relies on an annual grant voted under the Ministry of Tourism, Parks, Culture and Sport Estimates. Space for the office and storage facilities is leased through Government Services.

The University of Saskatchewan provides office and storage space without cost for the Saskatoon operation. It also provides accounting, out-of-scope payroll and purchasing services at a nominal fee to the Archives. With the signing of a Collective Agreement, the handling of personnel matters for in-scope employees was transferred from the University Human Resources Department to the Ministry of Finance. Effective January 1, 2003, the Ministry of Finance undertook the provision of payroll services for in-scope staff.

# Organization

A significant reorganization was introduced in early 2007. Two branches became seven function-based units. Despite some growing pains, an institution-wide survey conducted in late 2007 indicated overall satisfaction with the new function-based organizational structure.

Following the retirement of Trevor Powell in March 2006, Don Herperger was appointed acting Provincial Archivist while the Board undertook a national search for a new Provincial Archivist. Following this search, Don was appointed Provincial Archivist effective October 1, 2006. Don has been an employee of the SAB since 1978 occupying a number of progressively more responsible positions including Director of the Government Records Branch and Financial Management.

## Saskatchewan Archives Board



The composition of the Board is as follows:

- Ms. Merrilee Rasmussen, Q.C. (Chair);
- Ms. Laura Hanowski, Certified Saskatchewan genealogy researcher and instructor;
- Mr. George Hoffman, Sessional Lecturer, Department of History, University of Regina;
- Dr. Catherine Littlejohn, Free-lance historian, researcher, writer and consultant;
- Dr. Thomas Nesmith, Associate Professor, Masters Programme in Archival Studies, University of Manitoba;
- Mr. Ken Ring, Law Clerk & Parliamentary Counsel, Legislative Assembly; and
- Dr. William Waiser, Professor of History, University of Saskatchewan

The representative from the University of Regina position on the Board is vacant.



## Appraisal and Acquisition

The Appraisal and Acquisition Unit is responsible for appraisals, acquisitions, donor relations and agreement negotiations for private and public records for both the Regina and Saskatoon offices. The Appraisal Archivists in the Unit review disposal requests and conduct appraisals on public (government) records that have met their required retention periods to determine whether the records have sufficient historical significance to transfer to the Archives. These Archivists also appraise records offered to the Archives from private individuals, businesses, associations and clubs.

The appraisal backlog for public records remains significant with more than 1,900 metres of records awaiting a detailed physical appraisal. The large volume of records requested for disposal each year and the insufficient number of staff responsible for appraisal results in a significant increase in the backlog each year.

In 2007/2008, 2,704 metres of public and private records were appraised, with 700 metres of those records held for a more detailed physical appraisal.

A total of 265 metres of textual records were physically reviewed and 250 metres were identified as archival. As well, over 10,800 special media items were identified as historically significant and will eventually be transferred to the Saskatchewan Archives. Special media includes photographs and graphic materials; maps and architectural drawings, sound and moving images and microfilm.

Of the records that have been appraised and selected for retention, only 186 metres were transferred to the Archives due to a lack of storage space. Insufficient storage space at the Archives has been a problem for a number of years, and there are now more than 980 metres of archival records currently being stored at various storage facilities and in government office storage space throughout the province. Retaining records, often containing personal information, in ministries and agencies works against the government-wide privacy initiative which calls for scheduled records to be transferred to the Saskatchewan Archives, or destroyed, once they have been appraised by Archives staff. Nevertheless, until additional space is made available to the Saskatchewan Archives, this situation must continue.



Some of the more noteworthy acquisitions in 2007/2008 were:

- **Saskatchewan Legislative Assembly.** This collection consists of 160 DVD recordings of the proceedings of the Saskatchewan Legislative Assembly, 3rd session of the 25<sup>th</sup> Legislature and Standing Committees, 2007.
- **Executive Council, Cabinet Secretariat and Clerk of the Executive Council.** Orders-in-Council from 1970-1979 (numbers 1 to 2,161). The Saskatchewan Archives Board now holds Orders-in-Council from the North West Territories and Saskatchewan from 1892 to 1979.
- **Crown Investment Corporation (CIC), Office of the President.** A large and comprehensive collection of records from the Office of the President dating from the late 1940's to the early 1990's. Includes Board of Directors' agendas and meeting minutes, Management Committee meeting minutes, and details concerning CIC's financial involvement and commitment to the Prince Albert Pulp Company (PAPCO) and SaskOil.
- **Premier Lorne Calvert/Executive Council.** A variety of public records from 1991 to 2007 relating to Mr. Calvert's term as MLA and as Premier of Saskatchewan.
- **College of Physicians and Surgeons of Saskatchewan (CPSS).** An extensive and significant collection of material, dating from the late 1950's and the early 1960's, detailing the College of Physicians and Surgeons of Saskatchewan analysis, involvement with and contributions to the 1962 implementation of Medicare in Saskatchewan.
- **Grand Orange Lodge of Saskatchewan, 1888-2003.** The Alberta Grand Orange Lodge donated the Saskatchewan component of its holdings to the Saskatchewan Archives Board. This includes membership and minute books for various Lodges in Saskatchewan, as well as annual proceedings, warrants for the establishment of several lodges, charters for individual members, photos of Lodge members and group gatherings, proclamations, and miscellaneous items.
- **Helen (Toews) Penner Diary, 1938-1972.** As the Great Depression was coming to an end, 31-year old Helen Penner, who farmed with her family in the Herbert area, began recording her feelings and observations of rural life. The resultant diary discusses the daily life of a farm wife during the late 1930s, throughout the War Years, and then into the recovery period of the late 1940s and 50s. It continues through the 1960s, and ends in 1972 - at a time when the future of farming in the province looks quite optimistic. The diary records daily activities and events, and reflects on how these events affect the Penner farm and family during that era. The donation also includes extensive explanatory notes by the family on the contents of the diary.
- **Organization of Saskatchewan Arts Councils, 1967-2007.** Commonly referred to as OSAC, this umbrella cultural organization has overseen the development of Saskatchewan's various Arts Councils for over 40 years. This donation documents how OSAC was established, and what activities it has promoted and supported during the latter decades of the 20<sup>th</sup> century. The collection includes an extensive collection of OSAC's administrative and operational records.

# Genealogical Society of Utah Project

In the interests of encouraging genealogical research, the Genealogical Society of Utah (GSU) actively seeks out and digitizes a variety of records useful for family research (vital statistics, church records, census records, probate and estate files, etc.).

Currently, the GSU has a contract with the Saskatchewan Archives which allows them to make digital images of a portion of the court records in our collection. The project includes the digitization of the civil court records of the Supreme Court of the North-West Territories (prior to 1905), the Supreme Court of Saskatchewan (1905 to 1907) and the Court of King's Bench (1918 to 1931).

The Supreme Court of the NWT and the Supreme Court of Saskatchewan had jurisdiction over all civil matters. Records include estate information (probate), foreclosure proceedings, builder's liens actions, personal injury claims and debt collection. This court was also responsible for hearing appeals prior to the creation of the Court of Appeal.

The Court of King's Bench was established in 1918 and assumed responsibility over all civil matters. This court also became responsible for family jurisdiction (matters arising from the federal *Divorce Act*). These records include divorce proceedings, child custody and maintenance issues, spousal support and division of matrimonial property.



The GSU provides volunteers who prepare the records for digitization. The records are unfolded and placed in file folders with case numbers and placed in the proper numerical order. Any missing cases are also identified. This will be invaluable for retrieval of these records in the future, especially as the Saskatchewan Archives resources for processing records is currently quite limited. The Archives will also receive a copy of the records on DVD.

The Saskatchewan Archives has agreed to provide office accommodation for the camera operator and the volunteers, as well as supplies such as file folders, boxes, etc.

The project began in July 2006 and is approximately one-third completed. The original time assessment was 3.5 years and they now estimate another 2.5 years (this is partially dependant on the number of volunteers available to prepare the records).

As soon as resources permit, the digital copies of these records will be available on the Saskatchewan Archives Board website.

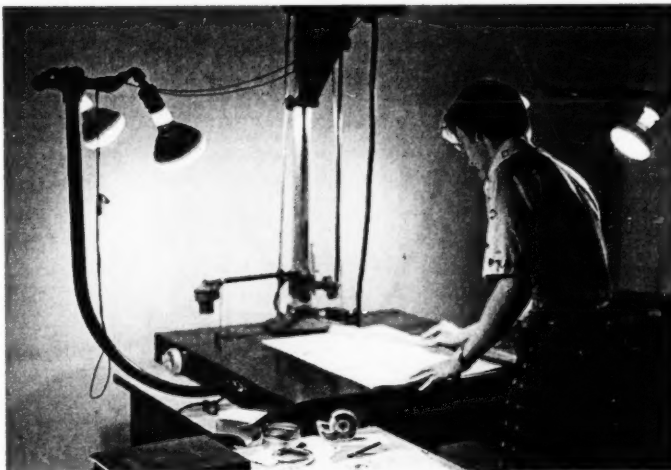
# Collection Management and Preservation

The Collection Management and Preservation Unit (CMPU) undertakes collection and preservation management activities to protect and extend the life of the archival record and to ensure it survives for future generations of researchers.

During this fiscal year Micrographics staff were largely involved in the organization and microfilming of 100 weekly Saskatchewan newspapers. During this same period, the Sound and Moving Image staff member was largely assigned to a collections management role while continuing some public reference, conservation/preservation and sound and moving image equipment maintenance responsibilities.

The employment of the full-time Preservation Management Archivist facilitated the commencement of many new institutional preservation

initiatives and permitted the continuation of other duties which had previously been performed on a part-time basis by a staff member working in the area for a few days per month.



## Preservation initiatives:

- Updating and re-issuing of the Regina Office Disaster Response Plan
- Initiation of a Vinegar Syndrome testing process for the extensive film collection
- Continuation of on-going institutional environmental monitoring through the use of dataloggers, insect traps and site visits
- Completion and approval of a Canadian Conservation Institute (CCI) disaster response training workshop scheduled for June 2008
- Hands-on fire extinguisher training for many Regina staff
- A preservation management evaluation of the Saskatoon Office facilities
- Preparation of a Radio-Frequency Identification (RFID) bar code research report
- Commencement of the review and re-editing of the Hillsdale Safety Manual
- Research and purchase of mouldy records handling kits for all Saskatchewan Archives locations
- Creation of an interim mouldy records handling policy

# Corporate Services

The Corporate Services Unit provides administration, human resource and financial management and IT support for the Saskatchewan Archives Board. Staff vacancies within the Unit throughout the year created considerable challenges which were met admirably by remaining staff. The roles and responsibilities of the Unit will continue to be developed and strengthened over the next year.



## Information Technology Unit

The Information Technology Unit (ITU) is responsible for the maintenance, upgrades, inventory control, management and disposition of all hardware and software with the Saskatchewan Archives.

The ITU completed a much needed upgrade to the server core. The installation of blade servers, creation of a fibre Storage Area Network (SAN) and preliminary work on a conceptual business case relating to digital archives initiative round out the major projects of this unit.



# Information Management

The increasing volume and complexity of information created by the Government of Saskatchewan provides numerous challenges for those responsible for its management. In carrying out this central agency function, the Saskatchewan Archives works closely with ministries, agencies, boards, commissions and Crown corporations to improve the accountability and efficiency of the processes for the creation and management of information.

The primary tool used in identifying and defining records and in determining how long each type of record must be retained to meet administrative, fiscal and legal requirements is the records retention and disposal schedule. The schedule integrates a record classification system, retention and disposal procedures into one process. The result promotes greater accountability for information as required under Freedom of Information and Protection of Privacy legislation. At the same time, it ensures greater efficiency and economy which is important to the overall government strategy of reducing administrative costs. The scheduling, appraisal and disposal process is also a key element in the government-wide privacy initiative launched in the fall of 2003.

*The Archives Act, 2004* solidified and articulated the role of the Saskatchewan Archives Board in the management of government information in the province. This has resulted in an ongoing demand on the services provided by the Information Management Unit, in the areas of records disposition, schedule development and records management advice.

In 2007/2008 the Public Records Committee (PRC) continued its work, with a renewed emphasis on reviewing and approving Operational Records Systems (ORS) for government. The PRC met in June, September and December, and approved a total of 13 branch-specific, operational schedules from various institutions in government, including: Ministry of Government Services, Saskatchewan Legal Aid Commission, Saskatchewan Automobile Injury Appeals Commission, Saskatchewan Transportation Company, Ministry of Corrections and Public Safety, Saskatchewan Power Corporation, Ministry of Education, Office of the Ombudsman, etc. Information Management Archivists with the co-operation of staff from client institutions developed, researched, reviewed,

prepared and presented the schedules for approval by the Committee. The approval of the 13 schedules is in keeping with the average number of schedules that are typically approved in any given year. The Archivists in the Unit are to be commended for their high quality of work, in the face of staffing shortages, in bringing the schedules through to completion.

The Saskatchewan Archives continued the training initiative started in 2006/2007 by delivering seven full-day training sessions in spring 2007. A total of 165 employees from executive government and Crown corporations in Regina and Saskatoon participated in day-long training sessions which covered records management basics. An additional seven half-day training sessions relating to records disposal were delivered to 167 participants in Regina and Saskatoon. Training will continue to be offered in 2008/2009 as staffing levels permit.

Archivists in the Information Management Unit continued to consult with and advise government employees on a wide range of records management issues. The Unit responded to a heavy demand for records management advice, and assistance with the development of ORS. In addition to the 13 schedules approved by the public records committee, an additional 35 schedules are currently in various stages of development. Staff conducted in excess of 24 presentations and training sessions, responded to over 500 requests for advice, and attended in excess of 180 meetings with various government personnel. Currently, archivists are working with 85 branches and agencies to provide ORS development support and advice on other records management issues.

Other Unit activities during the 2007/2008 fiscal year included the ongoing review of records disposal requests to determine eligibility for destruction or transfer to the Saskatchewan Archives. In total, 646 disposal requests were reviewed; 2,005 metres of records were authorized for disposal while a further 573 metres were held pending archival appraisal. From creation to disposal, the entire records scheduling and appraisal process ensures that records which have continuing value are retained and records that no longer possess administrative, legal or fiscal value are destroyed. This process results in substantial savings in storage costs while at the same time maintaining accountability for information.

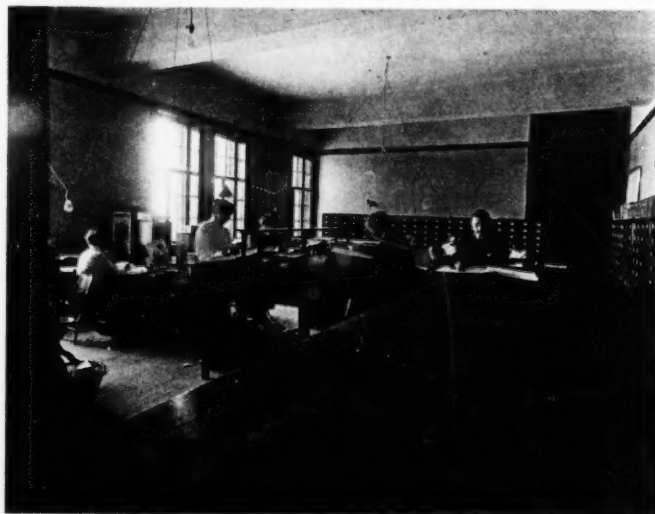
# Legislative Compliance and Access

The Legislative Compliance and Access Unit (LCAU) is responsible for institution-wide access and privacy compliance for both the public and private records in the Saskatchewan Archives' permanent collection. The Unit develops institutional policy relating to access and privacy and advises other Archives staff on these issues as required.

The Unit is staffed by a Legislative Compliance and Access Officer, with assistance from one full-time staff member.

While the Saskatchewan Archives is legislated to preserve and make available to the public the historical record of Saskatchewan, it must balance the public's right to access, against an individual's rights to privacy. Obligations to protect the privacy of individuals are set out in provincial legislation and government policy. These requirements apply to both the administrative and operational records of the organization as well as records that make up the permanent collection.

As a government institution the Saskatchewan Archives is bound by the provisions of *The Freedom of Information and Protection of Privacy Act* (FOIPP). The Archives can receive formal access requests under the Act, but the Act also allows the Archives to continue access procedures in place before FOIPP was proclaimed. In practice this means that researchers may apply for access to restricted records in the Archives' permanent collection without making a formal FOIPP request, and paying the fees associated with it.



The Saskatchewan Archives must still apply the legislation to requests for access. If we deny a researcher access to records and he or she disputes our decision, a formal appeal requesting a review of the Archives' decision may be made to Saskatchewan's Information and Privacy Commissioner. Researcher access to the Archives' permanent collection is also governed by the privacy provisions of *The Health Information Protection Act* (HIPA) and other statutes exempted by *The Freedom of Information and Protection of Privacy Act* that require different or more stringent access requirements.

Access requests to records in the Saskatchewan Archives' permanent collection can be divided into four broad categories: family history, academic, legal and general research. Family history researchers are looking for information about specific family members. Academic researchers include students working on graduate theses and university professors working on research projects for books or articles. Their topics vary and they typically request large volumes of records. Legal researchers request information relating to matters before the courts. The cases often involve complex legal issues. General research includes local history projects, background research for fiction writers and history books and articles by non-academic writers. Each type of request brings with it different legal requirements and different requirements for staff time. This past year we received 31 access requests, resulting in the review of approximately 16 metres of paper records.

# Records Processing

## Descriptive Standards Activity

During the year, staff in this Unit was involved in the implementation of a new software program used for the description of archival holdings. Staff involved in the Minisis implementation project held meetings and discussions with all units to develop policy, procedures and best practices associated with the installation and use of the software. As well, project staff identified customization needs and managed the conversion of records from 14 existing databases resulting in the operational launch of the new system for internal use in January 2008.

The system, named "Threshold", held at the time of conversion:

- A total of 21,713 public and private acquisitions received since 1945 from five accession databases
- An estimated 170,212 descriptions at various levels for records of all media moved from nine media-specific databases
- Upper level descriptions (private fonds and government series) for 362 SAFA guides and 63 government agency descriptions

Over the months that followed, staff in the Records Processing Unit conducted post-conversion reviews and verification of accession and description records and tested the new system.

Work began late in the fiscal year on developing tools to assist staff with the application of descriptive standards, including revisions and updates to the institution's Archival Description Manual (2004). The resumption of full description activity within Threshold is anticipated early in the new fiscal year. Following development of a website, public access to the database descriptions will be available via the Internet.



## Arrangement and Description of Holdings

Staff continued to address the significant backlog in records processing, retro-conversion, and guide preparation for our Regina and Saskatoon holdings.

Record descriptions made available for reference services included the following:

*Cabinet Decision Items (Devine Government) series*

*Canadian Petroleum Association, Saskatchewan Division fonds*

*Lomond Rural Municipality No. 37 fonds*

*Morris Shumiatcher fonds (accrual)*

*Ray Crone fonds (accrual)*

*Helen Penner fonds*

*Jerry Burianyk fonds*

*Brett Bell fonds*

*Jim Pankiw fonds*

A total of 14 new Saskatchewan Archives Finding Aids (SAFA) guides were released for reference use during the fiscal year. Additions reflecting accruals to our existing collection and revisions were made to another 51 guides. As well, several agency descriptions related to government records were added to the reference guides system. Electronic scans of 110 older guides in our holdings were created to assist with description work and with responding to researcher requests.

Five fonds were appraised for monetary value for tax credit in the 2007 calendar year for a combined value of \$65,635. Cultural property certification applications were submitted for two of these fonds.

*Historical Photographs Index Project (HPI):* Work continued on the automation of the Regina photograph card catalogue, a project that began in July 2005. As of November 2007 a total of 30,495 entries had been made into the photographs database from an estimated 82,400 cards. These records are now located in Threshold.

*Saskatchewan Homestead Records Post-1930 series:* Staff continued the work that was started in June 2006 involving the physical housing of post-1930 homestead records and the data entry of additional names to the existing Saskatchewan Homestead Index (SHI) database. This project, now expected to conclude in the spring of 2009, will provide genealogists and researchers with name access to records of homesteads throughout the province previously available only through land descriptions. At the end of March 2008 approximately 28,800 name entries had been added to the database from 12,983 of the estimated 16,000 files in the series. The additional entries to the SHI database as well as further information on the records will be made available to the public on our website at the conclusion of the project.

## Records Arranged and Described – By Media 2007/2008\*

Type of Record	Total
Textual Records	
<ul style="list-style-type: none"> <li>Ministerial/Political</li> <li>Individuals and Organizations</li> <li>Government**</li> </ul>	none 18.51 metres 65.97 metres
Total textual records	84.5 linear metres
Architectural Drawings	475 sets
Photographic/Graphic Materials	823 items
Sound Recordings	52 items
Moving Images	629 items

\*New description activity in the Unit was suspended in November 2007 to allow for the conversion of records from existing media databases into Threshold.

\*\*Government records include the Cabinet Decision Items (Devine Government) series.



# Reference and Outreach

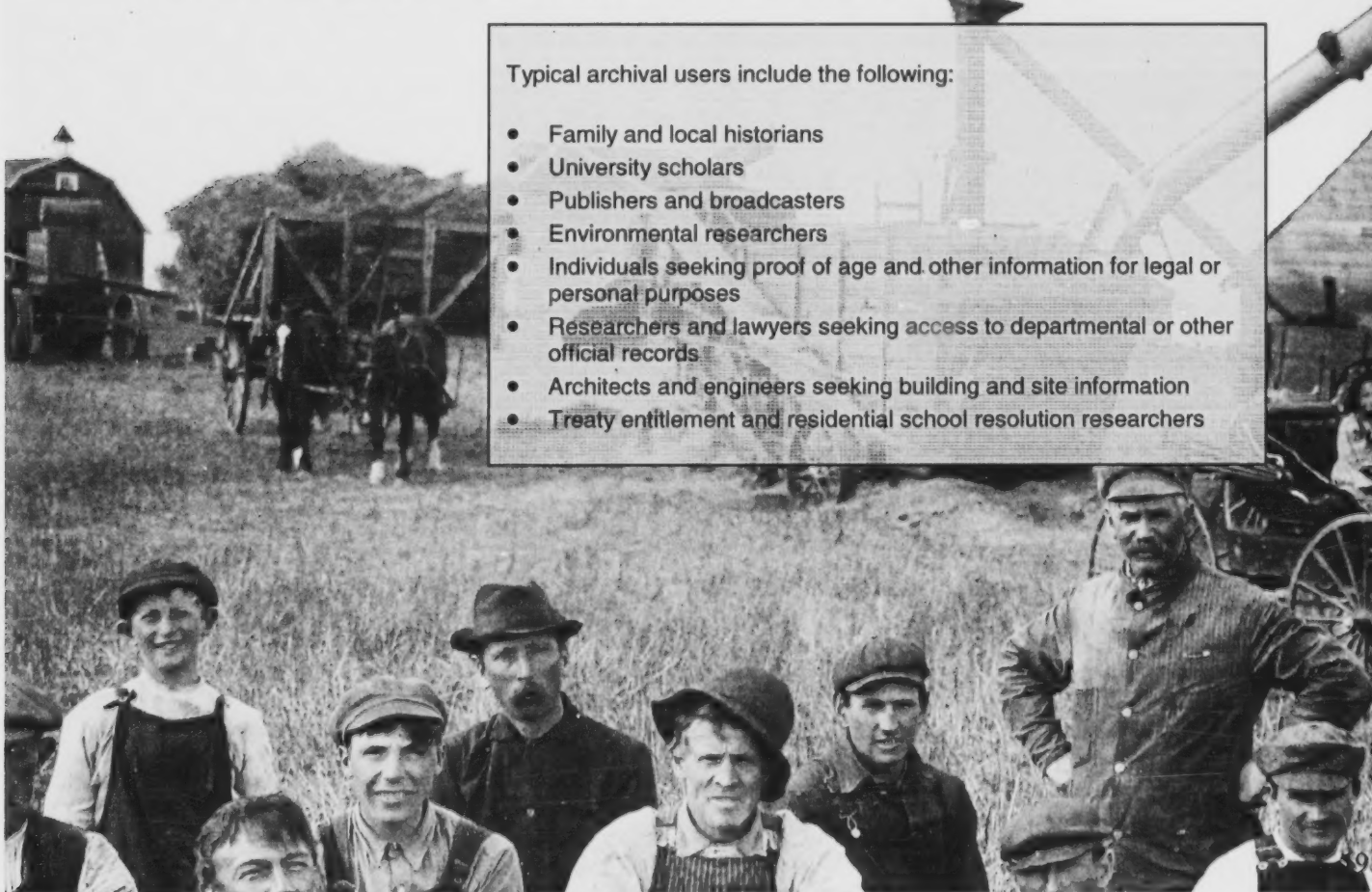
The Saskatchewan Archives and its staff provide a variety of public and outreach services to its research clientele, the broader provincial archival and records management community and the public at large. These services are primarily provided through public reference service facilities in the Archives' Regina and Saskatoon offices and the provision of mail, telephone and e-mail services to distant users and website services. Staff also participate in external education and training activities and serve as volunteers in a number of professional organizations.

## Reference Services

The Saskatchewan Archives' collection continues to fulfil a wide variety of important public purposes by preserving and making available a broad range of official and private archival documents and information relating to the governmental, corporate, institutional, legal and societal evolution of the province and its people. These holdings encompass various categories of archival materials which require a range of sophisticated professional archival staff expertise to make them available to researchers in a helpful, timely and responsible fashion. These skills include the proper handling and treatment of fragile materials, the determination of privacy and access issues with regard to restricted materials, the assessment of copyright issues and the exercise of a host of other public service attributes requiring the continuing application of judgment, tact and knowledge. Dedicated and capable archival staff meet the widely varying research needs of a diverse clientele.

Typical archival users include the following:

- Family and local historians
- University scholars
- Publishers and broadcasters
- Environmental researchers
- Individuals seeking proof of age and other information for legal or personal purposes
- Researchers and lawyers seeking access to departmental or other official records
- Architects and engineers seeking building and site information
- Treaty entitlement and residential school resolution researchers



# Reference and Outreach

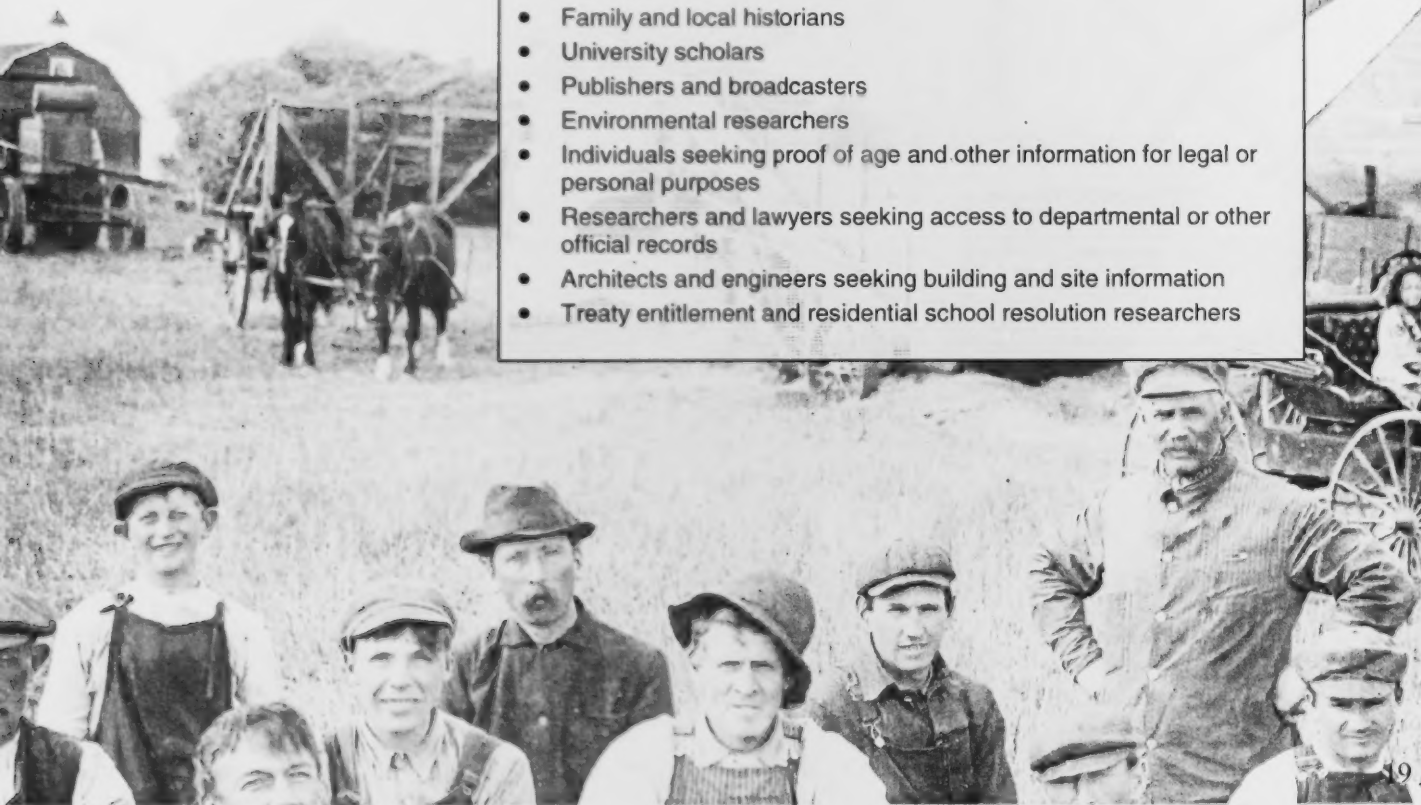
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In 2007/2008, there was a moderate increase in demand on the resources and services of the Reference and Outreach Unit in Regina and Saskatoon. Staff continued to provide reference assistance to in-person and distance researchers, to retrieve significant volumes of archival records, and to facilitate the reproduction of materials. (See statistics in "Patron Use of Reference Services" table below.) Staff in both offices gave tours and presentations to elementary and high school classes, to the Saskatchewan Teachers' Federation Showcase 2008 conference, to university classes, to community and cultural groups (for example, the Zichydorf Village Association, and individuals from the Sakimay First Nation), and to genealogy groups throughout the fiscal year.

During the 2007/2008 fiscal year, Saskatchewan Archives established or continued working partnerships with organizations including: CBC, CTV, Global TV, the Western Development Museum and the Société historique de la Saskatchewan. Staff also continued working with the University of Saskatchewan Archives on the development of their *Explorations of Aboriginal Life* website, the Saskatchewan Council of Archivists and Archives, and with Sandra Rollings-Magnusson related to her continuing sociology project examining homestead files and other documentary sources related to female homesteaders.

#### Patron Use of Reference Services

	Regina		Saskatoon		TOTAL	
	2006/07	2007/08	2006/07	2007/08	2006/07	2007/08
Personal visits	2200	2394	1107	1298	3,307	3,692
Written enquiries (mail, e-mail and fax)	1390	1389	610	626	2,000	2,015
Telephone enquiries	1763	1886	375	468	2,138	2,354
Interlibrary loans of microfilm	32	44	15	16	47	60
Tours/presentations (# of participants)	(152)	9 (156)	(76)	10 (103)	228	259
<b>Total visits/contacts</b>	<b>5,537</b>	<b>5871</b>	<b>2,183</b>	<b>2511</b>	<b>7,720</b>	<b>8,382</b>
Documents retrieved for research (number of containers/items)	24,912	19,680	9,317	12,986	34,229	32,666
Items reproduced for research	39,365	33,573	18,721	24,767	58,086	58,340

The Saskatchewan Archives Website  
([www.saskarchives.com](http://www.saskarchives.com))

Time Period	Pages Viewed		Total Visits (Sessions)	
	2006/07	2007/08	2006/07	2007/08
April - June	108,297	112,877	23,370	30,029
July - September	104,122	102,691	22,904	24,876
October - December	104,942	117,007	27,941	22,721
January - March	116,316	118,220	28,404	22,126
TOTALS	433,677	450,795	102,619	99,752

The Saskatchewan Archives website's most visited page continues to be the Home page; however the Search page and Family History Research pages are heavily used. The *Saskatchewan History* downloadable pdf file containing the fall 2006 issue of the magazine continues to be a very popular page.

The most common countries of origin for visitors to the site were Canada (60.41% of visitors) and the United States (29.42% of visitors). Within North America, most visits to the site were from Saskatchewan (32.82%), but there were also significant numbers of visitors from California (10.86%), Alberta (6.03%), Ontario (5.85%), and British Columbia (2.82%).

A continuing interest in genealogy is reflected in the websites which referred visitors to the Saskatchewan Archives website, including: the Saskatchewan Genealogical Society, Collections Canada (Library and Archives Canada), Rootsweb, and from Saskatchewan Archives' own sister website, the Saskatchewan Homestead Index.

Overall, these statistics demonstrate that the website continues to serve as an effective tool for promoting the institution and its holdings to a wide researcher public.

## Community Outreach

### Journée patrimoine /Heritage Days, Société historique de la Saskatchewan

A bilingual display was set up and staff were in attendance at the Western Development Museum in North Battleford for the 2007 Journée patrimoine/Heritage Days sponsored by the Société historique de la Saskatchewan, September 21-22, 2007. The first day included visits from hundreds of elementary school children, and the second day was geared toward the general public.



## Archives Week, February 4-10, 2008

From February 4 through 10, 2008, archival institutions all across Saskatchewan celebrated Archives Week, and the Saskatchewan Archives Board was actively involved in a number of events aimed at bringing a greater awareness about the work of archives to the community. At similar events held in both Saskatoon and Regina, celebrity readers read from original archival documents found in collections from various provincial archival repositories.

The celebrity readers who helped celebrate Archives Week included:

- The Honourable Dr. Gordon L. Barnhart, Lieutenant Governor of Saskatchewan;
- Writer and performer Brenda Baker;
- Former Premier of Saskatchewan, the Honourable Allan Blakeney;
- Author and professor emeritus of English at the University of Saskatchewan, Don Kerr;
- Rob Macdonald, co-anchor of the CTV News in Saskatoon;
- Yann Martel, author and Man Booker Prize winner for *The Life of Pi*;
- The Honourable Christine Tell, Minister for Tourism, Parks, Culture and Sport;
- Fred Clipsham, Regina City Councillor;
- Country and western musicians Tex Emery, Paul McCorriston and Brodie Moninger;
- Gursh Madhur, Manager of Community Programming at Access Communications;
- CBC radio host, Jennifer Gibson; and
- Ruth Smillie, Artistic Director of the Globe Theatre.

Saskatchewan Archives staff also organized an archival film screening event and a genealogy open house in Regina, and participated in the annual Saskatoon Heritage Festival.

## Displays and Exhibits

Saskatchewan Archives staff set up exhibits at the Regina Buffalo Days Exhibition, and at the Saskatoon Heritage Festival.

# Saskatchewan History

Led by a dedicated Advisory Board and Editor, this well-respected journal continued to generate a careful blend of original scholarly and popular articles, heritage news, book reviews and audio-visual productions relating to the history of the province.



Some of the more notable articles published during the past year included:

- "Was Eckhardt Kastendieck one of Saskatchewan's most active Nazis?" by Grant Grams (Spring 2007).
- "Treaty 8 and Northern Saskatchewan," by Christine Smillie (Spring 2007).
- "Karloff in Saskatchewan," by Stephen Jacobs (Spring 2007).
- "Father Louis Pierre Gravel and the Settlement of the Gravelbourg Area," by Beckey Hamilton (Fall 2007)
- "The Saskatoon Quakers: The Rise and Fall of Community Hockey Heroes," by Lynn Perras (Fall 2007).
- "The Hyas Doukhobor Settlement," by Jonathan Kalmakoff (Fall 2007).
- "The Valley Echo: Two Decades of Prose, Poetry and Cartoons Related to the Role and Image of Saskatchewan Nurses, 1923-1943," by Sandra Bassendowski (Fall 2007).

## Saskatchewan History Advisory Board



The following members of the *Saskatchewan History* Advisory Board oversee the journal's direction and operation:

- George Hoffman, Sessional Lecturer, Department of History, University of Regina (Chair);
- Prof. William Brennan, Department of History, University of Regina;
- Prof. Keith Carlson, Department of History, University of Saskatchewan;
- Prof. Brenda Macdougall, Department of Native Studies, University of Saskatchewan;
- Carl Krause, representing Saskatchewan History and Folklore Society (resigned Fall 2007);
- Pat Wagner, representing Saskatchewan History and Folklore Society (effective Spring 2008);
- Ray Robertson, Regina;
- Jason Zorbas, Editor;
- Don Herperger, General Manager;
- Nadine Charabin, Administrative Officer.

## Saskatchewan History Sales and Circulation

	As of March 2007	As of March 2008
Paid subscriptions:		
• General	247	222
• Libraries	141	144
• Schools	19	11
• Gifts	25	21
<b>TOTAL PAID</b>	<b>432</b>	<b>398</b>
Exchange and complimentary	109	106
Distributed to staff, authors, reviewers, the editor, and (on consignment) to book stores	49	47
<b>TOTAL CIRCULATION</b>	<b>590</b>	<b>551</b>

# Digital Archives Initiative

The mandate of the Saskatchewan Archives Board as defined in *The Archives Act, 2004*, is to select, acquire, preserve, arrange and describe, make accessible and encourage the use of documentary records in all media, from government and private sources, bearing on all aspects of the history of Saskatchewan, and as importantly, to facilitate the effective management of records within government institutions. These responsibilities have been diligently carried out since the Archives' inception in 1945.

Nonetheless, this long history of public service, one that began to protect and provide the record, is now in danger of being compromised by the very thing it is meant to safeguard. Records created digitally are being lost, and continue to be lost at an accelerating rate.

This situation is due to several factors, both internal and external to our organization. Improper records management practices, unregulated destruction, negligent and often non-existent preservation practices has resulted in a significant portion of digital records being lost prior to any opportunity of the Saskatchewan Archives to acquire them. While some of this is being methodically addressed through education and the establishment of authorized records management systems there still exists the problem that the Archives itself has no capacity, both in personnel or infrastructure, to effectively acquire, process, and make available digital records.

The implications of risk arising from the loss of record is not limited to the Saskatchewan Archives Board, but to all of government and to private interests as well. As a result, it has become imperative that the Saskatchewan Archives acquire the capacity to manage and preserve the digital record before the situation results in a catastrophic breach of trust and a collapse in due diligence.

In September 2007 the Saskatchewan Archives Board presented to the Business Advisory Council (BAC) a conceptual business case to grapple with the challenge of acquiring, managing and preserving digital archival records for the province of Saskatchewan.

That business case identifies several activities that will inform Saskatchewan Archives to a reasoned and responsible implementation of a digital records preservation solution.

The steps to the conceptualization phase are to:

- Create process mapping of current workflow and internal business procedures.
- Create and/or refine policies and procedures and build a reporting framework based on findings of the process mapping and other research.
- Establish processes to support the policy and framework created.
- Document business needs to support the processes and policy/framework created.
- Conduct an intragovernmental digital object survey to ascertain the type and extent of digital records currently being created and held by government units.
- Perform a jurisdictional scan with the aid of an outside consultant – discover what changes (in terms of policy, process, and internal structures and systems) are required to facilitate digital records. The jurisdictional scan will focus on jurisdictions with archiving functions that are roughly the same 'scale' as the Saskatchewan Archives.
- Conduct a Request for Information (RFI) if appropriate, to identify potential approaches or solutions to support future archiving processes.

With the knowledge and experience gained from this conceptual phase the Saskatchewan Archives Board will be better able to implement a realistic, pragmatic and effective solution to the acquisition and preservation of digital records.

Funding for the first phase of the initiative was received and it is expected that the conceptualization phase will be completed by March 2009.

# Report of Management

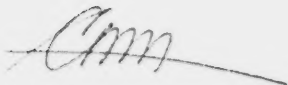
The accompanying financial statements are the responsibility of management and have been approved in principle by the Saskatchewan Archives' Board of Directors. The financial statements have been prepared in accordance with Canadian generally accepted accounting principles.

Management maintains an appropriate system of internal control, including policies and procedures, which provide reasonable assurances that the Saskatchewan Archives' assets are safeguarded and that financial records are relevant and reliable.

The Board of Directors carries out its responsibility for the financial statements and for overseeing management's financial reporting responsibilities by meeting with management to discuss and review financial matters. The Provincial Auditor has full and open access to the Board of Directors.

The Provincial Auditor conducts an independent audit of the financial statements. Their examination is conducted in accordance with Canadian generally accepted auditing standards and includes tests and other procedures which allow them to report on the fairness of the financial statements. The Auditor's Report outlines the scope of their audit and their opinion.

On behalf of management



Christal Lintott  
Manager, Human Resources & Administration  
(Responsible for financial administration)



**SASKATCHEWAN ARCHIVES BOARD**

**FINANCIAL STATEMENTS**

**For the Year Ended March 31, 2008**



## Provincial Auditor Saskatchewan

1500 Chateau Tower  
1920 Broad Street  
Regina, Saskatchewan  
S4P 3V2

Phone: (306) 787-6398  
Fax: (306) 787-6383  
Web site: [www.auditor.sk.ca](http://www.auditor.sk.ca)  
Internet E-mail: [info@auditor.sk.ca](mailto:info@auditor.sk.ca)

SASKATCHEWAN

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### AUDITOR'S REPORT

To the Members of the Legislative Assembly of Saskatchewan

I have audited the statement of financial position of the Saskatchewan Archives Board as at March 31, 2008 and the statements of operations, change in net financial assets, and cash flow for the year then ended. The Board's management is responsible for preparing these financial statements for Treasury Board's approval. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Saskatchewan Archives Board as at March 31, 2008 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Regina, Saskatchewan  
September 10, 2008

Fred Wendel, CMA, CA  
Provincial Auditor

**SASKATCHEWAN ARCHIVES BOARD**  
**STATEMENT OF FINANCIAL POSITION**  
**As at March 31**

	<u>2008</u>	<u>2007</u>
Financial assets:		
Due from University of Saskatchewan (note 3)	\$ 596,503	\$ 403,702
Due from General Revenue Fund (note 4)	156,487	216,831
Investments (note 2 and 5)	76,128	79,391
Grant receivable - General Revenue Fund	-	200,000
Accounts receivable	<u>3,392</u>	<u>960</u>
	<u>832,510</u>	<u>900,884</u>
Liabilities:		
Accounts payable and accrued liabilities	176,072	143,629
Accrued vacation pay	47,468	56,750
Accrued salaries and benefits	163,664	145,925
Deferred revenue (note 6)	<u>-</u>	<u>50,000</u>
	<u>387,204</u>	<u>396,304</u>
Net financial assets (Statement 3)	<u>445,306</u>	<u>504,580</u>
Non-financial assets		
Tangible capital assets (note 7)	315,822	284,217
Prepaid expenses	<u>6,226</u>	<u>14,906</u>
	<u>322,048</u>	<u>299,123</u>
Accumulated Surplus (Statement 2)	<u>\$ 767,354</u>	<u>\$ 803,703</u>

(See accompanying notes to the financial statements)



**SASKATCHEWAN ARCHIVES BOARD**  
**STATEMENT OF OPERATIONS**  
**For the year Ended March 31**

**Statement 2**

	Budget 2008 (Note 11)	Actual 2008	Actual 2007
Revenue:			
Grants - General Revenue Fund	\$ 3,572,000	\$ 3,372,000	\$ 3,572,000
Other contributions	<u>-</u>	<u>50,710</u>	<u>6,407</u>
	3,572,000	3,422,710	3,578,407
Photocopy sales	50,000	45,030	59,356
Magazine sales	9,000	8,147	7,664
Investment income (loss)	3,000	(3,263)	8,535
Miscellaneous	<u>300</u>	<u>30,485</u>	<u>524</u>
	<u>3,634,300</u>	<u>3,503,109</u>	<u>3,654,486</u>
Expenses:			
Salaries and benefits	2,676,437	2,473,727	2,321,651
Administrative services	981,948	919,613	887,618
Printing and postage	26,500	25,010	39,230
Amortization of tangible capital assets	-	89,420	81,327
Materials and supplies	<u>26,500</u>	<u>31,688</u>	<u>67,175</u>
	<u>3,711,385</u>	<u>3,539,458</u>	<u>3,397,001</u>
(Deficit)Surplus for the year	<u>\$ (77,085)</u>	(36,349)	257,485
Accumulated surplus - beginning of year		803,703	546,218
Accumulated surplus, end of year - to Statement 1		<u>\$ 767,354</u>	<u>\$ 803,703</u>

(See accompanying notes to the financial statements)

**SASKATCHEWAN ARCHIVES BOARD  
NOTES TO THE FINANCIAL STATEMENTS  
March 31, 2008**

**1. Authority**

The Saskatchewan Archives Board (Board) was established under the authority of *The Archives Act, 2004* for the purpose of acquiring and preserving historical documents relating to the history of Saskatchewan and providing these documents to the public for research purposes.

**2. Accounting Policies**

The financial statements are prepared in accordance with Canadian generally accepted accounting principles as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The following accounting policies are significant.

**a) Tangible Capital Assets**

Purchased tangible capital assets are recorded at cost. Amortization is provided on a straight-line basis over the assets' estimated useful lives as follows:

Computer hardware	3 years
Computer software	3 years
Equipment	5-10 years
Furniture	5-20 years

The Board has placed a nil value on the permanent collection of archival materials for financial statement purposes.

The cost of materials used to preserve the archival collection is expensed.

**b) Investments**

Investments are comprised of units in a pooled fund held by the University of Saskatchewan. Units in the pooled fund are valued at market and any increase/decrease in the value of the fund is accounted for in the statement of operations as investment income.

**c) Use of estimates**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

### 3. Due from University of Saskatchewan

The University administers cash on behalf of the Board. The Board does not receive interest on its cash on deposit with the University and it is not charged for interest on an overdraft.

### 4. Due from General Revenue Fund

The Board's bank account is included in the Consolidated Offset Bank Concentration arrangement for the Government of Saskatchewan. During the year, the General Revenue Fund did not pay interest on the Board's bank account.

### 5. Evelyn Éager Estate

In July 1992, the Board received a bequest of \$40,000. It received an additional \$7,371 in September 1994. The Board has restricted \$47,371 indefinitely with the income earned on the related investment applied to the costs of publishing the Saskatchewan History magazine.

### 6. Deferred Revenue

In November 2006, the Board received a restricted donation of \$50,000 for the development of an automated archive database. The donation has been recognized as revenue in the current year since the archive database equipment has been acquired.

### 7. Tangible Capital Assets

	2008		2007	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office Furniture and Equipment	\$ 527,604	\$ 379,752	\$ 147,852	\$ 165,607
Computer Hardware and Software	694,049	526,079	167,970	118,610
	<u>\$1,221,653</u>	<u>\$ 905,831</u>	<u>\$ 315,822</u>	<u>\$ 284,217</u>

### 8. Related Party Transactions

These financial statements include transactions with related parties. The Board is related to all Saskatchewan Crown agencies such as ministries, corporations, boards and commissions under the common control of the Government of Saskatchewan. Also, the Board is related to non-Crown enterprises that the Government jointly controls or significantly influences.

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## **8. Related Party Transactions (Continued)**

Certain administrative services are provided at no charge to the Board by the University of Regina. The Board is charged a fee for administrative services by the University of Saskatchewan.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms. Included in expenses is related party transactions of \$1,065,113 (2007 - \$1,043,522) of which \$205,210 (2007 - \$116,953) was payable at March 31, 2008.

In addition, the Board pays Provincial Sales Tax to the Saskatchewan Ministry of Finance on all its taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

Other transactions with related parties and amounts due to/from them are described separately in the financial statements and the notes thereto.

## **9. Pension Plan**

Substantially all of the Board's employees participate in the Public Employees Pension Plan (a related party) which is a defined contribution plan. The Board's financial obligation to the plan is limited to making required payments to match amounts contributed by employees for current services. Included in salaries and benefits is pension expense for the year of \$146,100 (2007 - \$119,624).

## **10. Financial Instruments**

The Board's financial instruments include due from University of Saskatchewan, due from General Revenue Fund, investments, receivables, accounts payable, accrued liabilities, accrued vacation pay and accrued salaries and benefits. The carrying amount of these instruments approximate fair value due to their immediate or short-term maturity. These instruments do not have significant interest rate or credit risk.

## **11. Budget**

These amounts are included in the annual budget approved by the Saskatchewan Archives Board.

## **12. Comparative Figures**

Certain prior year balances have been reclassified to conform with the current year's financial statement presentation.



# Additional Supplementary Information

## 2007/2008 SUPPLIER PAYMENTS

Listed are payees who received \$20,000 or more for the provision of goods and services, including office supplies, advertising, contracts, and equipment.

Ministry of Finance	\$ 205,744
Ministry of Government Services	\$ 762,153
Saskatchewan Telecommunications	\$ 73,147
University of Saskatchewan	\$ 22,529
CCSI Technology Solutions Co.	\$ 40,450
Minisis Inc.	\$ 72,582
Payees under \$20,000	\$ 222,848

## 2007/2008 PERSONAL SERVICES

Listed are individuals (excluding unionized employees) who received payments for salaries, wages and honorariums, etc. which total \$2,500 or more.

Lintott, Christal	\$ 38,004
Davidson, Ann	\$ 39,917
Herperger, Don	\$ 119,026
Toth, Lenora	\$ 90,608
Zorbas, Jason	\$ 6,000
Unionized employees	\$ 1,871,338

# Photo Descriptions

(All photos are from the Saskatchewan Archives Board collection.)

Reference #	Photo description	Page #
R-B477	Regina Railways. Train hauling agricultural machinery	Front Cover
R-A7748	Dalton W. Fisher, c. 1930. Police Motorcycle	Front Cover
R-PS76-1497-08	October 1976. Winnipeg vs. Saskatchewan at Taylor Field in Regina	Front Cover
R-PS63-734-01	Robert Taylor, November 1963. Saskatchewan Pool Elevator which was moved from Brora to Pinkie, Sask.	Front Cover
R-D132	First Nations Leader	Front Cover
R-PS59-845-12	Cal Dean, February, 1960. Young Hockey Players "Face-off" during a hockey game at St. Joseph's Rink in Regina	Front Cover
R-PS81-1381-56	M. Fieguth, August 1981. Aerial view of farm in west central Saskatchewan near North Battleford	Front Cover
R-B218	Regina, Saskatchewan, Canada, June 30, 1912. Regina Tornado (Book of photos of the tornado)	Front Cover
R-PS-56-447-04	Les Robinson, Saskatchewan Government Insurance (SGI), November 1956. A view of two damaged curling rocks which are covered by a SGI Policy	Front Cover
R-A2321	Ed Shafer, amateur photographer, originally from Minnesota, winter, 1909. Homesteader between Young and Plunkett	Table of Contents
R-A4996-1	Christine MacDonald, Allan Turner, Saskatchewan Archives office, Regina. Identifying pictures in the historic photograph collection	Page 3
R-A5882-2	Regina North, 1935. Shaping finished mixture of gravel sand, silt and clay	Page 4
R-A7413	Photo by Alex B. Parley, Moffat, Sask. 1910. C.P.R. bridge, Loon Creek, Markinich, (built c.1906)	Page 5
R-A26133-2	Thomas Battersby, World War I	Page 6
R-B170-3	Legislative Building, Facing North West, Regina, Saskatchewan, c. 1920	Page 7
R-B2631-3	Regina, November 1954. Construction of the Museum of Natural History, Albert St. and College Ave.	Page 10
R-B3021	St. Luke district. Clearing of Land	Page 12
R-B2475-1	Harold Edward Sheard, Saskatchewan Archives Board, Regina Office. Archives Microphotography	Page 13
R-A11507-1	November 1959. Balfour Technical School students working in a radio and television repair class	Page 14
R-B154	Part of staff of Department of Agriculture, Saskatchewan government. Mrs. B. C. Leitch (Accountant) Standing at desk. Mr. F. Mindeaft (Brand Recorder and Chief Clerk) standing at counter. c. 1911	Page 16
R-B9116-1	Maple Creek, Railway Station	Page 17
R-B8853-3	Walter W. Weston. Harvest Machinery	Page 19
R-B8902	Regina Fire Department	Page 20
R-B7117	Major Pyman of the "Red Saskatchewanians" (in foreground), questions a prisoner on the front line	Page 23
R-B9785	Cree man at Maple Creek N.W.T. (Saskatchewan). 1884	Page 23

# For More Information

Visit our website at [www.saskarchives.com](http://www.saskarchives.com).

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